

DRAFT
REGULAR MEETING OF THE BOARD OF DIRECTORS
PENRITH PARK HOMEOWNER ASSOCIATION

AGENDA

December 27, 2023

11:00 AM

VIA

Zoom Meeting

<https://us06web.zoom.us/j/81367811699?pwd=vCCO8oAzL1GaoQvbaXzBZUeAi1Sala.1>

Meeting ID: 813 6781 1699

Passcode: 493899

Directors Present: Shawn Trignano (video conference)
Adam Menken (video conference)
Vacant
Angela Elliott, District Manager (video conference)
Joe Saunders, Community Manager (video conference)

Establishment of Quorum

Mr. Saunders confirmed a quorum of the Board of Directors present. Director Menken called the meeting to order at 11:11 AM.

Announce New Directors

Director Menken reviewed the election that took place on December 13, 2023 with the following results:

- 1) Shawn Trignano – 20 votes
- 2) Jess Musick – 12 votes
- 3) Alisia Alba- 8 votes.

Director Trignano was officially welcomed to the Penrith Park Board of Directors.

Teleos Management Agreement

Angela Elliott reviewed the management agreement between Penrith Park HOA and Teleos Management. Discussion concerning lowering the costs of the demand and certified letters to \$25 plus mileage as well as reducing the authority of the management company to approve services without approval of the Board from \$500 to \$200. The new agreement was agreed to by both parties.

Homeowner issues

A. Playground equipment – Heat Problem

Community Manager Saunders discussed researching the problem of the playground equipment getting too hot to touch during summer time. Mr. Saunders has not been able to find any products that could be applied on the plastic to reduce the absorption of heat. The Board wants to look into the costs associated with covers that shade the playground equipment. Director Menken will provide pictures of various park shade structures from around Denver metro area.

B. Snow removal

Community Manager Saunders discussed the snow removal services by All Phase Landscaping. Overall, All Phase has not communicated with managing agent or Directors. Mr. Saunders contacted the person responsible for snow removal services and discussed the need for better communication in the future.

C. Bid from current homeowner on landscaping – Neil

After discussing the ability to have a local landscaping maintenance bid on Penrith HOA, the Directors agreed to allow Neil A. Middlemiss of 156 Racer Street to bid on the common area landscape maintenance. Neil will be submitting a bid by January 18, 2024.

D. Tree Removal- Update

Community Manager Saunders updated the Board with All Phase's response with not communicating with Director Menken prior to removing the dead trees. Shelley, account representative with All Phase has not notified Director Menken or Mr. Saunders of the date when the trees were being removed. Mr. Saunders will reach out to the supervisor of landscaping to have All Phase improve communication.

E. Winter Watering Update

Community Manager Saunders updated the Board with All Phase's scheduling of the winter watering. Prior to the meeting, All Phase has not provided an update. On December 28, 2023, Mr. Saunders received an email from All Phase stating the tree watering would start on January 3, 2024. No future communication has been received.

F. Fencing – City of Bennett

After discussing the homeowners' desire to change the fencing throughout the community from 3 rail style to privacy fencing, Community Manager Saunders has reached out to City of Bennett for information, however have not received a response. Mr. Saunders will be going to the City's offices to research process.

G. Election 2022 – 2023

In order to appoint the Director's vacancy from the resignation of Tim Hucksohl, the Board asked that a survey be sent out to all homeowners asking several questions that would help the Directors with deciding on a candidate. The Directors will email everyone with questions and the survey will be sent out around the second week of January, 2024.

H. Table at Park Repair

Director Menken discussed the possible steps needed to repair the broken picnic table at the playground's shelter. Community Manager Saunders will contact a vendor to get a bid on repairing table after the holidays.

Large Items – removal in December?

The community large items removal event that happened in December, 2023 was discussed. The 2 roll offs were filled to capacity within 3 hours. The discussing of scheduling a cleaning event in 2024 was tabled until next meeting.

2024 Meeting Schedule- Third Wednesday of Each Quarter

Director Menken discussed the 2024 meeting dates that are tentatively scheduled for the following dates, which are subject to change:

- A. February 14, 2024
- B. May 15, 2024
- C. August 14, 2024
- D. November 13, 2024

Other Business

Since the resignation of Director Tim Hucksoll, who was Chairperson of the Design Application Committee, Community Manager Saunders discussed the design applications that will need to be reviewed. Both Directors offered to help with the review process.

119 Racer Street sent a response to a violation notice sent in December, 2023 concerning a parked trailer on their driveway. The homeowner's response asked to be allowed to have their trailer be able to stay until January 21, 2024. The Board granted the extension.

Adjournment

There being no further business to come before the Board, following discussion and upon motion made by Director Menken seconded by Director Trignano, upon vote and unanimously carried, the Board resolved to adjourn the meeting at 12:10 PM.

Respectfully submitted,

Adam Menken

By: [Adam Menken \(Jan 19, 2024 15:02 MST\)](#)

Secretary







Penrith Park Minutes of Annual Meeting - December 27 2023

Final Audit Report

2024-01-19

Created:	2024-01-19
By:	Joe Saunders (Joe@teleos-services.com)
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"Penrith Park Minutes of Annual Meeting - December 27 2023" History

-  Document created by Joe Saunders (Joe@teleos-services.com)
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-  Document emailed to Adam Menken (adam.m.menken@gmail.com) for signature
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-  Signer Adam Menken (adam.m.menken@gmail.com) entered name at signing as Adam Menken
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-  Document e-signed by Adam Menken (adam.m.menken@gmail.com)
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